



DIAA 2022-2023 Swimming and Diving Championship Manual

TO: Member School Administrators and Athletic Directors; Coaches and Officials; and Members of the Media

Colleagues:

This championship manual is intended to provide detailed information concerning the organization and administration of the swimming and diving championship.

The rules and procedures contained in this manual are applicable only to 2022-2023 DIAA State Championships and are not intended to govern subsequent championships or to be binding on future committees.

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The Committee sincerely hopes that the DIAA Swimming and Diving State Championship will be a tremendous success in all respects.

For the most up to date tournament information, please visit the DIAA website, www.education.delaware.gov/diaa

Thank you,

DIAA Swimming & Diving Committee



General Information

Items specific to the organization and administration of the DIAA Championship are located in this manual.

Item 1. Management

- A. The tournaments will be managed by a special committee appointed by the DIAA Chairperson and the Executive Director.
- B. The Committee is authorized to resolve any situation not covered by the regulations in the General Information or specific information of this manual.
- C. Changes in the championship meet format or the criteria and procedures for selecting and seeding the participating teams/individuals are subject to the approval of the DIAA Board of Directors.

Item 2. Sponsorship

- A. DIAA will organize, conduct and underwrite the costs of the championship and will receive all proceeds.
- B. All expenditures must be approved by the DIAA Executive Director.
 1. No vouchers will be approved unless an itemized statement of cost accompanies the request for payment.
 - a. Vouchers will not be processed until the financial ticket reconciliation information has been submitted and verified to the DIAA.
 2. No vouchers received after the end of the fiscal year (June 15, 2023) will be paid.

Item 3. Eligibility

- A. Eligibility rules as stipulated in the current version of the DIAA Official Handbook will be strictly enforced.

Item 4. Contest Rules

- A. DIAA is affiliated with the National Federation of State High School Associations. The playing rules promulgated by the NFHS for swimming and diving except as modified by the DIAA Board of Directors, will be in effect for all tournament contests.

Item 5. Ticket Sales & Ticketing Policies

- A. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
- B. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
- C. Fans MUST have a smart phone or mobile device to show and redeem purchased tickets for entry into DIAA Championship events.
- D. Fans must purchase tickets in advance of the event by visiting the link above.
- E. You MUST have a smart phone or mobile device to use tickets purchased online.
- F. Children four (4) years and younger will be admitted without charge to events.
- G. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
- H. Any championship events played at non-DIAA member schools may incur an increased ticket price of \$1.00, at minimum.
- I. No refunds will be given for tickets purchased but not used.
- J. All tickets will be coded so as to admit the holder only to the event specified.

Item 6. Sportsmanship and Spectator Conduct

- A. Member schools are required to conduct all of their athletic affairs in a spirit of good sportsmanship.
- B. The administrators, athletic directors and coaches of the participating schools are expected to: actively promote good sportsmanship and appropriate crowd behavior, stress the importance of demonstrating respect for the contest officials and the opposing team, and emphasize the need for proper conduct by spectators at all venues. School administrators are expected to be proactive in preventing unsportsmanlike behavior and to deal with it promptly and decisively if it occurs at the contest.
- C. The coaches and athletes of the participating schools are expected to observe the highest standards of sportsmanship and ethical behavior.
- D. Spectator Guidelines and Conduct:
 1. Streamers, confetti, and other paper debris are prohibited.
 2. Drones, sirens, horns, bells, buzzers, whistles or any other artificial or mechanical noise-making devices are strictly forbidden at all **indoor** events.
 3. The use of any noise making device that simulates game controls devices (whistles, air horns etc.) is strictly forbidden at **all** events.

5. All cheers should stress the spirit of good sportsmanship. Use only positive cheers that encourage your team. Profane, derogatory or obscene chants and taunting will not be tolerated.
6. Behavior such as fans reading newspapers or turning their backs during player introductions, booing or heckling the contest officials, and being disrespectful to the opposing cheerleaders is unsportsmanlike behavior and is not to be tolerated at DIAA athletic events.
7. Face paint is permitted, but body paint is not. A shirt, top, etc. must be worn at all times.
8. Spectators must remain in the assigned seating section. Spectators are not permitted on the playing surface at any time.

Item 7. Soliciting, Promotional Activities, and Merchandising

- A. Soliciting and promotional activities; e.g., public address announcements, signs, banners, display or sign-up tables, and the distribution of printed materials are prohibited at all tournament playing sites without the consent of DIAA Executive Director.
- B. Only vendors authorized by DIAA Executive Director will be permitted to sell merchandise at tournament playing sites.

Item 8. Raffles and 50/50 Drawings

- A. Raffles, 50/50 drawings, and other games of chance are prohibited at all tournament playing sites without the consent of DIAA Executive Director.

Item 9. Media Policy for State Tournament Events

- A. Media Email List: Media personnel wishing to receive press releases and information regarding DIAA events must submit their name, media outlet, phone number and email address to DIAA at diaa@doe.k12.de.us
- B. Tournament Media Credentials
 1. Media personnel wishing to cover DIAA events must request working credentials from the DIAA Office. DIAA credentials may also be valid for regular season events at the host school's discretion.
 2. DIAA will provide credentials to representatives of an accredited media organization recognized by DIAA for the sole purpose of providing access to cover a DIAA Tournament Event. Because of demand, credentials will be issued on a priority system. Facility size is a determining factor. All requests may not be honored. To request credentials, complete the form on the DIAA website (https://education.delaware.gov/diaa/diaa_for/media/). Accredited media organizations should have a tax ID number and submit this requested information by completing the media credentials request form.
 3. DIAA credentialing is for use solely in connection to news and editorial coverage of the event. Any non-editorial, commercial or other unauthorized use of any transmission, picture, film, videotape, audiotape, writing, drawing or other depiction of any game, game action, game information, player interview or other stadium activity, and any non-editorial or commercial use of the DIAA mark or logo is prohibited without prior specific approval of the DIAA Executive Director.
 4. The DIAA may deny or revoke credentials for noncompliance with DIAA policies; and for conduct for which there are reasonable grounds to believe violate state or federal law, or constitute a breach of professional ethics.
- C. Broadcasting/Photographing
 1. DIAA retains exclusive rights to the permission to broadcast and photograph all tournament games and no party may do so without the consent of the DIAA Executive Director. The DIAA must be contacted, in writing or by e-mail, for permission to cablecast, telecast, web cast (video stream) live or on a delayed basis, or photograph a State Tournament Event or any part of a State Tournament Event.
 2. Broadcast agreements are available upon request and will be awarded to those companies that meet DIAA State Tournament broadcast criteria. Questions or concerns can be directed to the DIAA Executive Director 302-857-3365.
 3. All broadcasting/photography must be in accordance with current NFHS Rules for that sport. All access to the field, course, and court area for the purposes of videotaping or photography will be conducted according to the current NFHS rules for that sport. Persons photographing or videotaping a State Tournament Event, and stations cable casting, telecasting, or web casting (video streaming) a State Tournament Event must remain in the areas that have been designated for spectators, sports photographers, schools, cable/television stations, or Internet video broadcasters. If that area is not known to them, they must seek out a DIAA Tournament Committee member to be shown the designated area.
 4. Persons cable casting, telecasting, photographing, videotaping, or web casting (video streaming) a State Tournament Event shall not stand on any unsafe or potentially hazardous physical object or facility.
 5. Persons cable casting, telecasting, photographing, videotaping, or web casting (video streaming) a State Tournament Event shall not interfere with the visibility and comfort of spectators, shall not present a safety hazard to spectators, and shall not disrupt, disturb, or interfere with the competition or with an individual competitor
- D. Photograph Reproduction
 1. Credentialed media personnel may not sell photos and/or video from state tournaments, except by bona fide newspaper offices (or the official website of the newspapers).

2. Spectators are permitted to photograph and/or video contests for personal use only. No image of any contest may be reproduced without the written consent of the student-athlete being photographed. Photographs and/or videos taken by spectators may not be sold.
 3. School personnel may photograph and/or video contests for school use only in publications such as yearbooks, school websites, school newsletters, etc. provided they have received permission from the DIAA Executive Director and school principal.
 4. Freelance photographers who are not affiliated with a bona fide media outlet will not be credentialed for state tournament contests.
 5. All other photography of DIAA tournament games is strictly for the purpose of news and editorial coverage of the event. No other photographs or any other visual material taken at a DIAA event may be sold without express written consent of the DIAA.
- E. Media Entrance: Members of the media must display 2022-2023 DIAA Media credentials to gain access to all State Tournament Events. Bags and equipment may be inspected for security purposes.

Item 10. Video by Spectators

- A. Spectators are permitted to video contest for personal use only. The reproduction, distribution and sale of spectator video is prohibited without the consent of DIAA Executive Director
- B. Videos may be used in accordance with current NFHS Rules for that sport.
- C. Spectators will be allowed to video a game in their seat provided they use hand held camcorders and do not block the view of other spectators or interfere with the game. Tripods are only permitted in the top row of the bleachers.
- D. Neither DIAA nor the host site will be liable for theft or damage to spectator videotaping equipment or injury due to the use of such equipment.
- E. The host site is not obligated to provide power for spectator videotaping equipment.

Item 11. Prohibiting the Use of Drones (Unmanned Aircraft Systems or UAS's)

- A. Unless granted special permission by the DIAA Executive Director, the use of drones (UAS), for any purpose, is not permitted at any DIAA State Tournament Event. This prohibition applies to all fields of play, courts, arena, mats, gym floor or pool, and covers a ban on the entire facility being used as part of the DIAA event, including the spectator stands and parking areas.

Item 12. Transportation Reimbursement, Parking and Spectator Buses

- A. Each participating school may be reimbursed at a rate of 75¢ per mile for one bus. Reimbursements will be made only for actual mileage traveled; no reimbursement will be made for band and spectator buses or for team meals and lodging. The school must submit a voucher to DIAA to be reimbursed for transportation. DIAA will not process any vouchers DIAA receives after the end of the fiscal year (June 15, 2023).

Item 13. Comments and Recommendations

- A. The committees are genuinely interested in the comments and/or recommendations of member schools concerning all aspects of the tournaments. Please submit any comments and/or suggestions in writing to the appropriate committee chairperson.

2023 DIAA BOYS' AND GIRLS' SWIMMING AND DIVING CHAMPIONSHIP MEET

Committee Members

Mike Hart, Chair	Salesianum School
Bob Evancho	William Penn High School (retired)
Joe Huggins	DSDOA Official
Aerin Donovan	Sussex Central School
Kim Habbert	Christiana High School
Greg Shivery	Newark Charter School
Fred Killian	DSDOA Official
Dave Oswinkle	Archmere Academy
Mike Morton	William Penn High School
Bill Geppert	Cape Henlopen High School
Theresa Repole	Newark Charter School
Kent Steeves	DIAA NFHS Swimming and Diving Rules Interpreter
Lydia A. Schmierer	Sussex Academy Aquatic Center Director

The 2023 DIAA Swimming & Diving Championships will be conducted under restrictions and guidelines as issued by the University of Delaware. If additional or modified restrictions and/or guidelines are issued prior to the Championships, those restrictions/guidelines will apply and may result in required changes to the policies and procedures in this document. The University of Delaware has specific protocol which will be in effect throughout the meet. Failure to comply with any of the protocols established could result in the disqualification of an individual or a team from the meet, subject to review by the Meet Committee.

Item 1. Sites, Dates and Times

A. Diving Preliminary Round (Boys and Girls): Tuesday, February 21, 2023, at Thomas McKean High School (tentative)

- 5:30-6:00 pm *Diving sheet corrections
- 5:30-7:00 pm *Diving practice
- 7:00-8:30 pm *Preliminary Diving, 8 rounds, top (8) divers advance

B. Girls Preliminary Events: Wednesday, February 22, 2023, at University of Delaware

- 3:30-5:00 pm Competitors stamped for entry
- 4:30-5:00 pm Coaches' meeting
- 4:30-5:50 pm Swimming warm-up
- 6:00-10:00 pm Preliminary swimming. Swimmers advance top 16 places to Championships.

C. Boys Preliminary Events: Thursday, February 23, 2023, at University of Delaware

- 3:30-5:00 pm Competitors stamped for entry
- 4:30-5:00 pm Coaches' meeting
- 4:30-5:50 pm Swimming warm-up
- 6:00-10:00 pm Preliminary swimming. Swimmers advance top 16 places to Championships.

D. Girls Championship Events: Saturday, February 25, 2023, at University of Delaware

- 9:30-10:00 am Competitors stamped for entry
- 10am-10:50 am Swimming and diving warm-up
- 11am -2:00 pm Championship Swimming and Diving competition. Consolation (B-Final) and Finals (A-Final) heats for swimmers; Finals diving (3 rounds) for divers

E. Boys Championship Events: Saturday, February 25, 2023, at University of Delaware

- 4:30-5:00 pm Competitors stamped for entry
- 5:00-5:50 pm Swimming and diving warm-up
- 6:00-9:00 pm Championship Swimming and Diving competition. Consolation (B-Final) and Finals (A-Final) heats for swimmers; Finals diving (3 rounds) for divers.

Each Team will have a 25-minute assigned warm-up period prior to the Preliminaries sessions. Team will be notified of their assigned period prior to the session. Warm-up at the Championship session will be an open warm-up.

Item 2. Order of Events

- A. The Preliminaries and Championship swimming events will be conducted in the following order:
- | | |
|---|-----------------------------|
| 1. 200 yd Medley Relay | 7. 100 yd Freestyle |
| 2. 200 yd Freestyle | 8. 500 yd Freestyle |
| 3. 200 yd Individual Medley | 9. 200 yd Freestyle Relay |
| 4. 50 yd Freestyle | 10. 100 yd Backstroke |
| 5. Diving (Championships only)
Break / Warm-up | 11. 100 yd Breaststroke |
| 6. 100 yd Butterfly | 12. 400 yd. Freestyle Relay |

At Championships, the Consolation (B-Final) heat will precede the Finals (A-Final) heat.

- B. Each Individual Event will be conducted with a maximum of five (5) heats – i.e., 40 swimmers. Swimmers entered with a time slower than the 40th fastest entry time in the event will be excluded from the event. In the event of a tie among swimmers for the 40th fastest time, an additional heat will be added to accommodate all swimmers tied for that position. (Note: additional swimmers will not be added to fill any empty lanes.)
- C. Each Relay event will be conducted with a maximum of three (3) heats – i.e., 24 teams. Relays entered with a time slower than the 24th fastest entry time in the event will be excluded from the event. In the event of a tie among teams tied for the 24th fastest time, an additional heat will be added to accommodate all teams tied for that position. (Note: additional teams will not be added to fill any empty lanes.)

Relay entries may include up to five (5) swimmers but must include a minimum of four (4) swimmers that will be eligible to participate on the relay. The four (4) swimmers that are to compete will be designated at the competition. No swimmer may compete in more than four (4) total events at the championships. Prelims and Finals are considered the same meet – when a swimmer competes in a relay at either Prelims or Finals, that counts as an event for the swimmer. Note: a swimmer may compete on all three relays only if they have NOT been entered in two individual events. If a swimmer is scratched from an individual event due to the heat limitation, that event still counts as an event for the swimmer.

Because of the heat limitation for relays at the championships, relay entry times should be representative of the swimmers that are expected to compete at the meet. A composite entry time may be used if the expected swimmers have not previously competed together.

- D. In the event of a Scratch by any swimmer (or relay team) that is scheduled to compete in an event, the swimmer (or relay) with the next fastest entered time will be added to the event at the Preliminaries session. The Meet Committee must be notified of any such Scratch no later than the day before the session. Re-seeding of an event will be at the discretion of the Meet Committee.

Item 3. Qualifying Standards

- A. The following times (or scores) must have been achieved in an official interscholastic high school meet during the 2022-23 season. There will be no Consideration Time entries for the 2023 tournament.

Event	Qualifying Times				Consideration Times (Yards)	
	Girls		Boys		Girls	Boys
	Yards	Meters	Yards	Meters		
200 Medley Rel	2:17.89	2:33.89	2:02.09	2:16.19	N/A	N/A
200 Freestyle	2:15.49	2:30.09	2:05.29	2:18.79	N/A	N/A
200 Ind Medley	2:32.09	2:48.79	2:20.59	2:36.19	N/A	N/A
50 Freestyle	28.49	31.79	25.39	28.39	N/A	N/A
100 Butterfly	1:10.29	1:18.09	1:03.19	1:10.39	N/A	N/A
100 Freestyle	1:02.29	1:09.29	55.79	1:01.99	N/A	N/A
500 / 400 Freestyle	6:01.69	5:16.49	5:44.19	5:01.09	N/A	N/A

200 Free Relay	2:00.59	2:19.69	1:47.19	1:59.69	N/A	N/A
100 Backstroke	1:10.49	1:18.29	1:04.99	1:12.19	N/A	N/A
100 Breaststroke	1:20.69	1:29.69	1:10.19	1:17.89	N/A	N/A
400 Free Relay	4:44.99	5:17.49	4:09.39	4:37.89	N/A	N/A
Diving	125 pts		125 pts		N/A	N/A

1. Swimmers or relays achieving a time equal to or faster than the above qualifying times will be entered into the event. Participation at the meet will be determined by the heat limitations described in Item 2.
 2. Divers must have achieved the above qualifying score in a 6-dive program during the current season.
- B. A swim team must participate in at least five (5) high school dual meets conducted under NFHS rules and meet conditions during the current season to be eligible to participate in the 2023 DIAA Swimming and Diving State Championships.
 - C. A swim team member who has been in continuous school attendance since the start of the Winter sports season must be listed on his/her school's swimming eligibility report for the 2022-23 school year and must satisfy all other DIAA eligibility requirements in order to be eligible to compete in the DIAA Swimming and Diving State Championships.
 - D. The above requirements do not apply to a swim team member who was recovering from injury at the start of the Winter sports season, who enters their school during the Winter sports season due to a change of residence, or who was academically ineligible and regained his/her eligibility during the Winter sports season. Such student must compete in at least one official high school meet for their school and satisfy all other DIAA eligibility requirements.

Item 4. Entry Fees

- A. Entry fees for the 2023 DIAA Swimming and Diving State Championships are **\$50.00** for each separate Girls and Boys team. Entry fees should be paid by the school with their 2022 - 23 Member Dues.

Item 5. Entry Procedure

- A. Entries for the 2023 DIAA Swimming and Diving State Championships will be submitted online at the Direct Athletics website: www.DirectAthletics.com. Each team will receive specific instructions from the Swim Committee on the procedure for submitting entries.
- B. A copy of each team's Eligibility Report and all addenda must be on file in the DIAA office.
- C. The number of team entries per event and the allowable entries per individual shall be as stated in Rule 3 of the NFHS Rulebook for championship meets. For relay events, five (5) swimmers eligible to participate on the relay may be listed, but it will only count as an event for the four (4) swimmers that compete on the relay whether competing at Prelims and/or Finals— see Item 2.C above
- D. Entries will be accepted beginning January 16, 2023 at 9:00 am and will close promptly at 12:00 midnight on Tuesday, February 14, 2023. Teams may modify or update their entries at any time during this period.
- E. Following the entry deadline, each school's Athletic Director will have twenty-four (24) hours to correct or modify their team's entries. All such changes must be made through the Swim Committee and cannot be changed with Direct Athletics. Procedures to review the entries will be sent by email to each athletic director.
- F. All entry times must be from the current season and must meet the qualifying standards in Item 3. Entry times are subject to validation by the Swim Committee.
- G. Diving sheets must be signed by both the coach and diver and should be e-mailed or delivered to Michael Hart (mhart@salesianum.org) or Fred Killian (FK42@aol.com) by Friday, February 17, 2023.
- H. Teams having the Hy-Tek Team Manager program may submit their entries using a TM Export file. Teams not using the TM program will have to enter their roster of eligible athletes as part of the entry process.
- I. Due to University of Delaware, each Team will be limited to no more than two (2) Coaches and NO Managers on the pool deck. A list of coaches and participating swimmers will be required for check-in on the day of the meet. Check-in will be done digitally; further information will be provided by DIAA.

Item 6. Seeding

- A. Seeding will be done in accordance with the 2022-23 NFHS Swimming and Diving Rulebook (Rule 5.3)

Item 7. Errors

- A. Coaches will be informed by February 17, 2023, of any errors and the corrections that were necessary.

Item 8. Eligibility

- A. Only competitors submitted via the proper entry procedure and whose eligibility has been certified on a regular DIAA eligibility report that has been signed by the Athletic Director and Principal (or Acting Principal) are eligible to compete in the Tournament.

Item 9. Scoring

- A. Scoring (16 places) for each event, except Diving, shall be as follows:
 - 1. Individual Events: Finals: 20,17,16,15,14,13,12,11 **C o n s o l a t i o n s** : 9,7,6,5,4,3,2,1
 - 2. Relays Finals: 40,34,32,30,28,26,24,22 **C o n s o l a t i o n s** : 18,14,12,10,8,6,4,2
- B. Results of the Finals (A-Final) heat in each swimming event will determine 1st through 8th places; results of the Consolation (B-Final) heat in each swimming event will determine 9th through 16th places. No competitor in the Consolation heat may score higher than 9th place in an event.
- C. Diving – No team points will be scored in this event.

Item 10. Declared False Start (DFS)

- A. A competitor (or relay) may take a DFS and withdraw from an event during the Preliminaries by giving written notice to the Referee prior to the start of the first heat of the event; a competitor (or relay) may take a DFS and withdraw from an event during the Championships (A- or B-Final) by giving written notice to the Referee prior to the start of the consolation heat of the preceding event.
- B. Any competitor or relay team that does not compete in an event that they are scheduled to participate in at Preliminaries will be considered to have submitted a Declared False Start for that event.
- C. A Declared False Start will count as an event for the competitor but will incur no further penalty.

Item 11. Championship Qualifiers

- A. Swimmers having the eight fastest times in the preliminary round of an event will qualify for the Finals heat (A-Final) at Championships; swimmers having the next eight fastest (9th through 16th) times in the preliminary round will qualify for the Consolation heat (B-Final) at Championships.
- B. In the case of a tie for the last qualifying position in either the Finals or Consolation heat, a swim-off will be conducted to determine the qualifier. In the case of a tie for places within either heat, swimmers will be seeded randomly among the tied positions.
- C. Two alternates with the next fastest times at preliminaries will be listed at Championships and may compete in the Consolation heat when vacant lanes occur. In the event of a vacancy in the Finals (A-Final) heat, the fastest qualifier in the Consolation heat will be moved to the Finals heat. These advancements require that adequate notice has been provided to Meet Management.
- D. Divers with the eight highest scores after the Preliminary round will advance to the Finals round. The divers with the next two highest scores will qualify as alternates.

Item 12. Awards

The Championship award ceremony will be dependent upon the approved facility plan and at the DIAA office discretion.

The following awards will be given:

- A. A Championship Trophy will be awarded to each of the Girls and Boys Team scoring the most total points in their respective Championships.
- B. A Runner-up Trophy will be awarded to each of the Girls and Boys Team scoring the second highest total points in their respective Championships.
- C. Individual Medals will be presented to the top three competitors in each event, including relays and diving. Awards will be presented at Championships following the Diving event, the 200 Free Relay event and at the conclusion of the session.
- D. Duplicate awards will be presented in the case of ties.
- E. Crown Trophy of Glasgow DIAA Swim Championships Student Athlete Academic Award
 - 1. An academic award will be given to a set number of student athletes that meets the award criteria as outlined below.
 - 2. Nominations for the student athlete academic awards should be submitted when prompted by the DIAA office.
 - 3. Selection criteria for the award is as follows:
 - a. Student-athlete must be at least a sophomore academically and athletically in the sport of swimming.
 - b. Student-athlete must have been at the school for a least a year to receive the award.
 - c. Student-athlete is an active member on the roster and a meet participant.
 - d. Student-athlete only eligible to receive the academic award once during the sport championship
 - e. Student-athlete must have a 3.2 GPA and be a meet participant.

Student Item 13. Admission

A. Paid Admission

1. (grades K-12) and adult admission is \$10.00 for Preliminaries (Wednesday/Thursday sessions) and Championships (Saturday Finals sessions).
2. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
3. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
4. Fans MUST have a smart phone or mobile device to show and redeem purchased tickets for entry into DIAA Championship events.
5. Fans should purchase tickets in advance of the championship events. There will be no cash ticket sales on-site of the championships.
6. Children four (4) years and younger will be admitted without charge to all sessions and should have an accompanying free ticket through GoFan.
7. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
8. No refunds will be given for tickets purchased but not used.
9. All tickets will be coded to admit the holder only to the event specified.
10. No tournament passes will be sold.

B. Complimentary Admission

1. Participating schools will receive complimentary admission for all those members of the Official School Party who are submitted as a team entry into the meet.
 - a. Due to the University of Delaware guidelines, only two (2) coaches from each team will be admitted and permitted on the pool deck. Coaches names must be submitted to DIAA when prompted prior to the championship.
2. Media representatives with a current and official 2022-2023 media credential who would like to cover the meet in person will RSVP with the DIAA office when prompted and are expected to adhere to any host facility guidelines.
 - a. Media/photographers may stand where permitted as designated by the meet director.

Item 14. Meet Management

- A. The DIAA Swim Committee and Meet Director will assume responsibility for all aspects of meet management.
- B. All coaches, team members and managers must be checked-in prior to being admitted to the facility.
- C. Each team must remain in the area assigned to their team at the facility and is responsible to remove all trash and debris before leaving the area.
- D. A coach or faculty representative of the participating school must accompany all competitors on the pool deck throughout the Tournament. Club coaches and parents are not permitted to assume the responsibility of a school coach and are not allowed on the pool deck.
- E. **Attendance at the coaches meeting at 4:30 pm on Wednesday, February 22 is mandatory for all Girls team coaches; attendance at the meeting on Thursday, February 23 is mandatory for all Boys team coaches.**

Item 15. Tournament Rules

- A. A coach or school representative must be on the pool deck at all times when the school has competitors present. Coaches are required to display their deck pass when on the pool deck.
- B. All competitors must be identified by their coach and be stamped prior to being admitted to the pool deck.
- C. The Hospitality area is for coaches, officials and meet workers only; competitors are not permitted in this area.
- D. Due to limited seating capacity, **no competitors will be permitted in the stands.**
- E. Competitors must wear shoes and appropriate warm-ups if they wish to go to the building gym to meet parents.
- F. No swimmers or coaches (except those competitors in the upcoming heats) will be permitted to congregate behind the starting blocks. The area must be kept clear.
- G. All competitors are required to be appropriately attired during the awards presentations. Competitors must wear appropriate team warm-ups or shirts; the wearing of hats, gloves, boots, etc. is prohibited during the awards presentations.

Item 16. Postponement

- A. The dates and/or times of the tournament may change due to weather, road conditions, or any other unforeseeable set of circumstances. Rescheduling may depend on the availability of the pool at the host facility and could require competing on a Sunday or a holiday. Coaches will be notified of any changes of the meet date or time(s) by their Athletic Director.

Item 17. Parking and Building Entrance for Meet

- A. All schools will be sent detailed instructions for drop-off/pick-up procedures.
- B. Spectators are reminded of the UD and City of Newark parking restrictions. Please observe all signs.
- C. The lobby area of the Rawstrom Natatorium is not to be used by any athletes, spectators, or team personnel.
- D. All socializing will be held in Gym #1. T-shirt sales will be held here also.